

SENIOR ELECTRICAL INSPECTOR

DEFINITION

Supervises, trains, coordinates, and monitors Electrical Inspectors in the inspection of ongoing and completed electrical jobs for projects involving the alteration, improvement, and rehabilitation of existing facilities.

TYPICAL DUTIES

Plans, coordinates, and participates in the inspection of electrical work, including the lay out, assembly, and installation of light, power, bell, fire alarm, clock, and energy conservation systems for proper performance, efficiency, maintenance, and safety requirements.

Assists in supervising and training Electrical Inspectors on methods of electrical inspection.

Inspects outlet boxes, conduits, wires, switchboards, transformers, and cabinets for compliance with plans, specifications, contracts, applicable codes and regulations, and approved material lists.

Inspects contract work and reports condition status of such work as it relates to the warranty agreements.

Assists District counsel in preparing and compiling legal documentation for construction related litigation.

Acts for the Supervising Electrical Inspector as required.

Performs related duties as assigned.

DISTINGUISHING CHARACTERISTICS AMONG RELATED CLASSES

A Senior Electrical Inspector assists the Supervising Electrical Inspector in planning the activities of the Electrical Inspection Unit and supervises Electrical Inspectors in the inspection of ongoing and completed electrical jobs.

The Supervising Electrical Inspector supervises and coordinates the personnel and work of the Electrical Inspection Unit on contract school construction projects, conducts final electrical inspections, and verifies compliance with State, national, and local requirements.

An Electrical Inspector inspects electrical installations on the new construction, alterations and improvement, and rehabilitation projects and advises the responsible Construction Inspector or contractor on nonconformity with plans, specifications, and applicable codes and regulations.

SUPERVISION

General supervision is received from the Supervising Electrical Inspector. General supervision is exercised over Electrical Inspectors.

CLASS QUALIFICATIONS

Knowledge of:

- National, State, and local electrical codes and regulations
- Methods, procedures, materials, and tools of the electrical trade
- Established standards and specifications for electrical materials issued by the California Department of Industrial Relations, Division of Occupational Safety and Health
- General building construction practices
- Pertinent safety orders issued by the California Department of Industrial Relations, Division of Occupational Safety and Health
- Principles pertaining to the interpretation of plans and specifications and the documentation of related deviations
- Methods of estimating materials and labor costs
- Principles of supervision and training
- Microsoft Word and Excel

Ability to:

- Detect faulty and improper materials and poor work quality
- Write clear and concise reports
- Work independently
- Establish and maintain rapport with commissioned architects, contractors, and project management staff
- Operate a personal computer and associated peripheral equipment

Special Physical Requirements:

- Ability to stand, walk, bend, crawl, reach overhead, crouch, kneel, balance, push and pull
- Ability to work safely at heights including the use of ladders, scaffolds, and other related equipment
- Ability to climb ladders up to 50 feet
- Good color perception
- Ability to work in extreme temperatures
- Hand and finger dexterity to operate tools and equipment

ENTRANCE QUALIFICATIONS

Education:

Graduation from high school or evidence of equivalent educational proficiency, preferably supplemented by completion of college-level courses in electrical engineering or construction. Completion of a recognized electrical apprenticeship or trade school program in electrical construction is preferable.

Experience:

Two years of experience as an Electrical Inspector assigned to District projects approved by the Division of the State Architect.

Special:

1. Employment is subject to medical clearance which meets pertinent provisions of the General Industry Safety Orders of the California Code of Regulations regarding protective equipment when exposed to hazardous materials, including, but not limited to, asbestos and lead.
2. A valid California Driver License.
3. Use of an automobile.

This class description is not a complete statement of essential functions, responsibilities, or requirements. Requirements are representative of the minimum level of knowledge, skills, and/or abilities. Management retains the discretion to add or change typical duties of the position at any time.

New Class
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JPK